Tax Increment Financing 101

Melissa Harrell, City Administrator City of Wahoo



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Course Objective

This course will provide a basic understanding of what tax increment financing is, and concepts associated with how it is used. This will include a review of the process from beginning to end, understanding of commonly used terminology, examples of projects, and suggestions for Clerks on how to keep everything organized throughout the life of a project.

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What we will be covering in this session:

- · Our authority to provide TIF
- What is TIF (Tax Increment Financing)?
- Preparing for TIF in your community
- · Project development and management
- After the project is completed
- Reporting requirements
- Micro TIF
- Examples



Nebraska State Constitution Article VIII-12

VIII-12.

Cities or villages; redevelopment project; substandard and blighted property; incur indebtedness; taxes; how treated.

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When such indebtedness and the interest thereon have been paid in full, such property thereafter shall be taxed as is other property in the respectit taxing jurisdictions and such taxes applied as all other taxes of the respective taxing bodies.

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What Authority are we given?

Being a Dillon's Law state, as a city or village we can only do what we are given permission to do.

All regulations associated with TIF are contained in these sections.

Legislature is continually tweaking them. Read/review them every time.

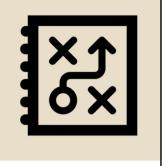
Nebraska Revised Statutes § 18-2101 to §18-2157

Also known as "Community Development Law"

In Nebraska

TIF is used to address truly blighted properties

BUT, also one of the only plays in our community playbook for economic development that we control.



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Simple Explanation - Video

• https://youtu.be/yH4uIBcj-Y0?feature=shared

Policy - Fundamentals of TIF

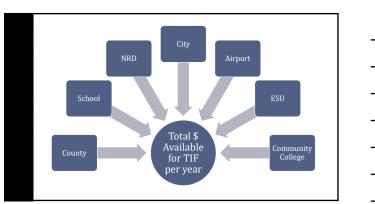
- Development must happen in designated areas - must be a reason why normal development is not happening
- · Blighted area
- · Substandard area
- · Under-developed areas
- · Economically distressed areas
- Must satisfy the test of "if not for TIF, this project would fail."
- Improvement must include a public benefit
- · Installation of infrastructure
- · Parks or trail installation
- Sidewalks
- Meeting design standards that require special elements like historic exteriors or additional landscaping (for example)
- Acquisition of undeveloped property or vacant property that is a public eyesore or detriment

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Mechanics - Fundamentals of TIF

- Start with property that has low value
- ${\ \cdot \ }$ Redeveloper makes improvements, increasing the value
- ${\boldsymbol{\cdot}}$ The difference between these two is the incremental value
- Property taxes for all taxing entities collected on the incremental value can be used to finance the improvement
- Property taxes collected on the incremental value for 15 years (sometimes 20) are what constitutes the max value of TIF to a redeveloper

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Example:

- Vacant downtown lot has current value of \$15,840
- Improvements are made so that when work is done, county assessor assigns total value of \$225,000
- Resulting in increase in value of \$209,160
- Current total tax rate is \$1.724617/\$100 of value
- Increase in property tax per year = \$3,607
- Total potential TIF = \$3,607 X 15 years = \$54,105
- Taxes on base value of \$15,840 still go to all the taxing entities



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Questions you need to be able to answer: 1. Who will make the decisions about TIF in your community? 2. What property in your community should be eligible for TIF? 3. What goals do you want to accomplish with the use of TIF in your community? 4. Who will be your legal representative?

1. Who will make the decisions?

- · Community Development Agency (§18-2101.01)
 - · By ordinance
- Consists of the governing body of the municipality
- Community Redevelopment Authority or Limited Community Redevelopment Authority (§18-2102.01)
 - · By ordinance or by community ballot
 - Appointed board of 5 or 7 members, in staggered terms, by the Mayor or City Manager (in a City Manager form of government)

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2. What property will be eligible for TIF?

- · Property must be designated Blighted and Substandard
- Maximum limited by classification of municipality (§18-2103(3)) Villages 100%

- Second Class City 50%
 Metro, Primary and First Class City 35%
- Exceptions for formerly used defense sites and good life districts
- Property must have a general redevelopment plan adopted
- Typically prepared at the same time and contained in the same document $% \left(1\right) =\left(1\right) \left(1\right)$

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Blight and Substandard Study/ General Redevelopment Plan

- Typically done by a consultant
- Makes findings that show how the property identified meets the definitions of Blight and Substandard as described in law (§18-2103(3))
- Process for adopting the study (§18-2109)
- Reviewed by the Planning Commission at a public hearing, with a written recommendation submitted to the governing body within 30 days after the public hearing
- Review by the Governing Body at a public hearing, followed by adoption of a resolution that declares property blighted and substandard

What is proper notice of **public hearing**?

- + Hearing must be held at least 10 days from the last publication of the notice (§18-2115.01(b))
- Published at least once a week for two consecutive weeks in paper of general circulation.
- Copy of the report must be posted on the City's website or made available for public inspection at a location designated in the City (§18-2109(4)).

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What is proper notice of **public hearing**?

- Public hearing notice (§18-2115.01)
- Must be published and distributed to taxing entities
- Must contain certain information (see next slide)
- · Notice must be provided to:
- Any registered neighborhood association within one-mile radius of area to be declared B/S
- President or chairperson of the governing body of each county, school district, community college, educational service unit, and natural resources district

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Public Hearing Notice - Contents (§18-2115.01(1(d))

- For Blight and Substandard declaration
- Time, date, place, and purpose of hearing
- A map of sufficient size to show the area being considered
- Information on where to find a copy of the study

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3. What do you want to accomplish?

- Not a requirement, but is a good practice
- Develop a guidance policy document
- Should be adopted by the governing body
- ${\mbox{\fontfamily}}$ Gives the decision makers "bumper rails" for TIF
- ${\boldsymbol{\cdot}}$ Provides backup in conversations with developers
- ${\boldsymbol{\cdot}}$ Keeps TIF in line with what the community wants

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What is in a TIF Guidance Policy?

- TIF Committee
- · Application Process
- Use of TIF Funds
- General Approval Process
- Who will finance a project (hold the note)? When will your community do that?
- Policy Statement
- In Wahoo we have these priorities in this order: 1) Job creation, 2) Development of vacant land, 3) Commercial rehabilitation, 4) Retail use, and 5) Residential infill
- · Often has application form or requirements

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4. Legal Representative

- ${\boldsymbol{\cdot}}$ Will this be your City Attorney or will this be outside counsel?
- · How will they charge?
- Lump sum for the project or hourly
- How will you recover this cost?
- ${\boldsymbol \cdot}$ If outside counsel, do their practices align with your community goals?
- Are they very liberal in their interpretation of the Community Development Law?
- · Are they conservative?
- Does this align with how your community wants to use TIF?

CLERK ALERT:

- $\hfill \square$ TIP: Create a binder for each Blight and Substandard Study/General Redevelopment Plan you've adopted
- □ Plan
- ☐ All approval process documents
- ☐ Presentation information
- $\hfill\Box TIP$: Copy or print off a calendar when scheduling your process
- ☐ Mark your regular public meeting dates ☐ Mark your posting and publication deadlines
- ☐ Add these deadlines and dates to your calendar
- \Box TIP: Create mailing labels for taxing entities print several copies and use on mailing forms

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How is a project initiated?

Developer request

Community project – use an RFP Process

Application - Wahoo's Examples

- 2022-05-10 Wahoo TIF Application
- 2022-05-10 TIF Application Worksheet

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Project Development

ΓΙF Committee

- Committee will likely have questions for the redeveloper but also need the opportunity to speak candidly about the project.
- These meetings are not open to the public.
- Having people who know what the community goals are and can vocalize these on the committee is good!

Need completed application submitted

Once you have the application – schedule TIF Committee meeting

 Will likely need a couple meetings – at least one should include the redeveloper

Put the attorney on notice of an upcoming project

difficult parts of TIF	Redevelopers will need it yesterday	Redevelopers will want more than what you can offer
Sometimes		can one

Legal representation – preparation of documents

- Your legal representation sometimes does some of the negotiating, especially in larger projects.
- $\bullet\,$ They must be comfortable with what you want to do because they have to represent you.
- If you community knows what they want before sending it to an attorney, you can sometimes get a better deal.
- It's going to be expensive. It is a recoverable expense.
- ${\boldsymbol{\cdot}}$ Their job is to help you protect your community.

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Legal Representation – Preparation of documents

- Don't be afraid to get creative.
- Make sure you review the documents.
- Give the attorney your standard meeting schedules and publication dates in advance.
- Layout a timeline with them so all expectations are expressed and able to be met.
- $\boldsymbol{\cdot}$ Do not advance until all parties agree the documents are correct.

Project Documents

- Amendment to the General Redevelopment Plan showing the specific project to ensure project is in conformance with municipal planning
- Cost benefit analysis for each project (§18-2113)
- · Looks at tax shifts
- Impact to public infrastructure, community public services, and local tax impacts
- Impact on employers and employees of new or expanding firms as well as existing firms in the community or in the immediate area
- Impacts on student populations of school districts in the city or area
- · Any other relevant impacts
- · Redevelopment Contract

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Public Hearing Notice - Contents (§18-2115.01(1(d))

- · For Redevelopment Plan
- Time, date, place, and purpose of hearing
- A map of sufficient size to show the area being considered
- Where to find a copy of the cost-benefit analysis (must be posted on the City's website or made available for public inspection in a designated location)

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pproval documents	
desolutions – approved by Authority (CDA or CRA)	
Planning Commission Governing Body	
repared by your legal representative	

approved now §	get the signatures
Should go without saying but this is an important step!	Make sure all blanks are filled in on the agreement, all documents signed.
Scan and send a copy to your legal representation and to the redeveloper	Do not issue the note until all signatures are collected

Project Management - Issuance of Notes

- At the back of a redevelopment agreement there is an example of a Promissory Note.
- The Redevelopment Agreement states when this should be issued.
- $\bullet\,$ The holder of this note can use it to secure financing for the project improvements.
- Redeveloper often takes the note to a bank to use it as collateral for a loan
- Redevelopers can hold the note themselves if they have the capital to complete the project already... basically investing in themselves.
- City can hold the note as well.
- City's preference can be defined in the TIF Policy/Guidance Document

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Project Management - Tracking Deadlines There are deadlines Put these in your calendar Governing Body Report any concerns to your City Attorney or to your Governing Body

Project Management - Notice to County Assessor

- It is your responsibility to provide notice to the County Assessor of the division of taxes on a property
- Must be filed "On or before August 1 of the calendar year that the division of the real property tax becomes effective, the city/CRA must complete the required information specified on this Notice for each new TIF project and file the Notice and the required documents with the county assessor"
- ${\boldsymbol{\cdot}}$ Redevelopment Agreement defines the "effective date".

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CLERK ALERT:

 $\hfill\Box TIP:\ DO\ NOT\ FORGET$ to file the Notice to Divide Taxes. Leave yourself MANY notes in various locations with various people.

☐ TIP: Create a binder for each Redevelopment Project

- ☐ Redevelopment Plan Amendment
- □ Redevelopment Agreement
- ☐ Promissory Note
- ☐ Copies of your agreement and invoices for legal fees
- ☐ All approval process documents
- □ Presentation information

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CLERK ALERT:

□TIP: Copy or print off a calendar when scheduling your process

- ☐ Mark your regular public meeting dates
- ☐ Mark your posting and publication deadlines
- $\hfill \square$ Add these deadlines and dates to your calendar

 $\Box \text{TIP: }$ Create mailing labels for taxing entities – print several copies and use on mailing forms

□TIP: Prepare your Governing Body for how much the legal fees will be

□TIP: Include notices of posting and agenda in your binder

 \Box TIP: Distribute the information to your board early. Do not wait until 2-3 days before the meeting





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Certification of Eligible Project Costs

- Redevelopment Agreement spells out what the TIF eligible expenses are
- Redevelopment Agreement states how much those will be
- Find that page in the Agreement
- Also likely in the cost-benefit analysis

 SES
 Cost of Intrasce
 TID - 510,000

 Cost of Intrasce
 \$10,000

 Administration Fee
 \$20,000

 See A Arquisition
 \$200,000

 Demolition
 \$101,000

 Utilities
 \$105,000

 Demolities
 \$100,000

 Policy Priving Landscaping
 \$20,000

 And/Unglewering
 \$100,000

 Lipsl
 \$20,000

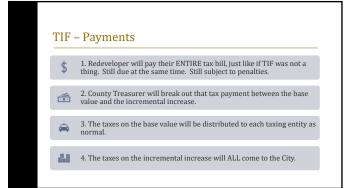
 Lipsl
 \$20,000



Approval Required of Cost Certification

- $\boldsymbol{\cdot}$ Form must be submitted and signed
- Must have the necessary supporting documents
- $\bullet\,$ THEN Must have Authority approval

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Each	Month you will receive a prop	erty tax remitta	ince stateme	nt
10/01/202				P
03:05 PM	MONTHLY COL	Inders LECTION REPORT		Page 1
		O WAHOO (TIF) per 30, 2024		
Account			September	Year-To-Date
185-00	DISBURSEMENTS		-100,585.03	-156,797.12
	2023 RE & PP TAXES		23,245.96	124,847,00
305-23			-232.46	-1,248.47
	PROPERTY TAX COMMISSION			
305-23		Month Total	-77,571.53	-33,198,59
305-23		Month Total Previous Fund Balance	-77,571.53 100,585.03	-33,198.56 56,212.06

Payments to Redevelopers or Note Holders:

- Find a process that works for you
- In Wahoo payments are processed monthly
- Payment approval to the redeveloper is part of our normal claim approval process $\,$
- THE REDEVELOPER NEVER GETS MORE MONEY THAN WHAT IS PAID IN WHETHER THAT IS IN THE FORM OF PROPERTY TAXES OR PROPERTY TAX CREDITS.
- THE REDEVELOPER ${\color{red} NEVER}$ GETS MORE MONEY THAN WHAT IS ALLOWED BY THE REDEVELPMENT AGREEMENT.
- THE REDEVELOPER NEVER GETS PAYMENTS FOR LONGER THAN THE TERMS DESCRIBED IN THE REDEVELOPMENT AGREEMENT.

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		В	OMGA	ARS	TIF RECON	NCII	LIATION						
Date	Description	Arr	nount	Ru	nning Total	Re	eimb to City	Be	elence - City	Pr	mt to BOM	Ba	lance - BOM
1/1/2017	Total Amount as per Agreement	5		5	-	\$	-	5	12,000.00		-	5	600,000.00
2/15/2018	Property Tax Credit (From State)	5	2.32	\$	2.32	\$		5	12,000.00	5		5	600,000.00
5/2/2018	1st 1/2 Property Taxes	5	27.37	\$	29.69	\$		5	12,000.00	5		5	600,000.00
5/2/2018	1% Commission pd to Co. Treas	5	(0.27)	\$	29.42	5		5	12,000.00	5		5	600,000.00
9/13/2018	2nd 1/2 Property Taxes	5	27.37	\$	56.79	\$		\$	12,000.00	5		5	600,000.00
9/13/2018	1% Commission pd to Co. Treas	5	(0.28)	5	56.51	5		5	12,000.00	5		5	600,000.00
2/15/2019	Property Tax Credit (From State)	5	434.30	5	490.81	S		5	12,000.00	5		5	600,000.00
5/2/2019	1st 1/2 Property Taxes	5 5	,255.28	5	5,746.09	\$		5	12,000.00	5		5	600,000.00
5/2/2019	1% Commission pd to Co. Treas	5	(52.56)	5	5,693.53	5		5	12,000.00	5		5	600,000.00
9/3/2019	2nd 1/2 Property Taxes	5 5	,255.28	\$	10,948.81	5		5	12,000.00	5		5	600,000.00
9/3/2019	1% Commission pd to Co. Treas	5	(52.56)	5	10,896.25	5		5	12,000.00	5		5	600,000.00
2/15/2020	Property Tax Credit (From State)	5 2	172.20	5	13,068.45	5		5	12,000.00	5		5	600,000.00
2/15/2020	1% Commission pd to Co. Treas	5	(21.72)	\$	13,046.73	\$		5	12,000.00	5		5	600,000.00
4/15/2020	Reimbursement to City	5 (12	(00.000,	\$	1,046.73	\$	(12,000.00)	5		5		5	600,000.00
6/9/2020	1st 1/2 Property Taxes	5 20	0,698.07	\$	21,744.80	\$		5		5		5	600,000.00
6/9/2020	1% Commission pd to Co. Treas	5	(206.98)	\$	21,537.82	5		5		5		5	600,000.00
9/29/2020	Payment to Bomgaars	5 (21	,537.82)	\$		\$		5		5	(21,537.82)	5	578,462.18
10/8/2020	2nd 1/2 Property Taxes - 2019	5 20	,698.07	\$	20,698.07	\$		5		5		5	578,462.18
10/8/2020	1% Commission pd to Co. Treas	5	(206.98)	\$	20,491.09	\$		5		5		5	578,462.18
10/15/2020	Payment to Bomgaars	5 (20	(491.09)	5		\$		5		5	(20,491.09)	5	557,971.09
1/15/2021	Property Tax Credit (From State)	5 1	,055.20	\$	1,055.20	\$		5		5		5	557,971.09
4/15/2021	Property Tax Credit (From State)	5 1	,055.20	\$	2,110.40	\$		5		5		5	557,971.09
5/15/2021	1st 1/2 Property Taxes	5 20	,236.75	\$	22,347.15	\$		5		5		5	557,971.09
5/15/2021	1% Commission pd to Co. Treas	5	(202.37)	5	22,144.78	5		5		5		5	557,971.09

Project End

When the terms of a Redevelopment Agreement have been met the County Assessor and County Treasurer Must be notified.

Rhonda Andresen Saunders County Assessor 433 North Chestnut Street, Suite #20 Amber Scanlon Saunders County Treasurer 433 North Chestnut Street, Suite #20

RE: TIF on Parcel #000629450

is required by Nebraska Department of Revenue Codes, Chapte

As required by Nebraska Department of Revenue Codes, Chapter 18 – Community Development Lan Regulations, 18-003.03D that states:

"DUS.USB When the indebtedness incurred for the project has been poil, the local governing body charged with such indebtedness, shall immediately send written notification to the assessor and county treasurer that all further real property taxes shall be distributed to the respective political which includes the continuent to face to two net he notification.

I am sending this letter to notify you of a TIF project that has reached completion. The taxes that have previously been split for pacel 8000624500, owned by E SManagement, LLC, should now be distributed to the various political subdivisions that levied a tax on said garrel. All indebtedness associated with this project and the terms of the redevelopment agreement (in terms of the ad valorem

Included with this letter is the balance of funds from the distribution of the first one-half of the prope taxes on this parcel, for redistribution to the appropriate taxing entities. I have also included a summ of the payments made to the redeveloper in support of the TIF project for your reference.

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Project End: Sample Worksheet

7/15/2023 7/15/2023	Payment to Wahoo Locker Payment to Saunders County Treas		(4,914.32)	4,557.79	\$	\$	(4,914.32)	\$ 0.00
7/15/2023	1% Commission pd to Co. Treas	s	(85.91)	9,472.11	-	\$	-	\$ 4,914.32
7/15/2023	1st 1/2 of 2022 property taxes	S	8,591.32	9,558.02	\$	\$		\$ 4,914.32
1/15/2023	Property Tax Credit (From State)	\$	483.35	\$ 966.70	\$ -	\$	-	\$ 4,914.32
2/15/2023	Property Tax Credit (From State)	S	483.35	\$ 483.35	\$ -	\$		\$ 4,914.32
9/15/2022	Payment to Wahoo Locker	\$	(7,783.93)	\$	\$ -	S	(7,783.93)	\$ 4,914.32
9/15/2022	1% Commission pd to Co. Treas	\$	(74.47)	\$ 7,783.93	\$ -	\$	-	\$ 12,698.25
9/15/2022	2nd 1/2 of 2021 property taxes	\$	7,447.13	\$ 7,858.40	\$	S		\$ 12,698.25

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CLERK ALERT:

 \Box TIP: Keep a list of the Parcel ID#s for the various TIF Projects you have in your community

☐ Use the "Nebraska Taxes On-Line" to help you determine exactly who is paying their taxes each month. The taxes on the base amount will be broken out from the taxes on the incremental increase value.

□https://nebraskataxesonline.us/ (Parcel ID 0002063501)

□TIP: Keep a binder of all your TIF project payment records. Keep the County Assessor statement you get each year in that binder. Keep a current worksheet of receipts/payments/balances. Keep payee information in there.

CLERK ALERT:

 \Box TTP: Do not make a payment to a redeveloper until the TIF eligible project costs have been approved by someone other than you. CYA.

□TIP: Make the payment process to the redeveloper part of your monthly process. Waiting only creates phone calls and messes up your record keeping.

□TIP: Send a copy of the receipts/payment register for the project with the check. This states EXACTLY how much more money they have coming to them

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December 1 – Report to State Property Tax Administrator (§18-2117.01)



Copy of the redevelopment plan and any amendments

Date of approval Effective date Location and boundaries of the property



Short narrative description of project - including financing and type of business

* Must be filed each year except for the redevelopment plan, unless amended

Wahoo Example - December 1 Report

SID DILLONS 1750 COUNTY ROAD J, WAHOO, NE PARCEL ID: 001802004

Plan Approval Date: October 8, 2015
Submitted to Property Tax Administrator: November 22, 2016
Effective Date for dividing taxes: January 1, 2015
Location/boundaries: Parcel of land in the E ½, SW ½, Section 9, Township 14 North, Range 7 East
Narrative Description of Project: The Project included acquisition of the real property comprising the
Project Area, site work and development, infrastructure construction, financing costs, and legal fees,
all related to the construction of a 14,800 square foot automotive sales, service, and repair facility
constructed by the Redeveloper in the Project Area. The Project also included J Road paving
improvements and legal fees incurred by the City of Wahoo for construction of the improvements.

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May 1 – Annual Report to taxing entities (§18-2117.02)

								Outed May 1, 20 Dity designated	004 as blighted 1 15%					
							Pil	BRITING	2023					
Project (New Married - 4)	Proper Trip	Stringer Proper Code (Developer)	Parties Developer to dea	Batterio (unguel to denetrate)	Saffraged Coats - One	President (No.	Bristo (ha)	Sea Teleston	Enterated Project Valuation (From redox contract)	Amend the x of	Ent of Toll without 1 or yet: whichever computers.	Strivened Completion Date	-	
2014-01	Wahoo Loder, 205 W 5th	5 63,629	5 (63,628)	5 .	5 3,500	5 (3,500)		5 300,210	5 490,000	5 916,061	968,929 or 35 yes	PAGINON	Completed 2022 Taxes	First payment was made to develop in 2001 with the popular collectors resumed to the County for re- plantation.
	TOTAL TAX VALUE ADD	ED DUE TO BE	DEVELOPMENT	PROECTS						5 956,883				
						ACTIV	TH PROSE	TS - balances	as of March 15.	2024				
tope (fee	Proper Tree	Street Core Developed	Personal Designation of the	Balance (unpaid to developer)		President City	Service Chall	Date Telephone	Extraped Popull Variation (home radio contract)	Amend the end	intel ¹ other) myn-shidese one-for	Stringer Competite Sea	Denu	No.
2013-01	Ovalia Steel Cartings, 103 E 12th	5 2500,000	5 (566,814)	5 1,003,000	5 650,000	5 (500,814)	5 83,086	5 51,110	5 3,500,000	5 7,097,066	\$3,250,000 or 26 yrs	32/93/2008	Albe	
2094-05	Sid Dillons, 1750 County Road I	5 744,228	5 (04,00)	5 660,116	5 104,712	5 (310,819)	5 201,000	5 40340	5 1,607,000	5 2,546,335	\$1,049,000 or 18-yrs	12/11/2011	Attive	
	Borgans, 2520 54th		5 0850	5 60.69	\$ 12,000	5 (12,800)		5 60,000	5 2,400,000	5 2,623,747	\$612,000 or 15 yes	12/11/2010	Artes	Etimote eats withfatten of 19 obligation
3017-01	Street													
	Dreet Wahoo State Bank, 164 E Son		5 (24),129	5 774,871	5 8,000	5 (8,000)		5 34,880	5 5,679,000	5 2,802,190	51,091,000 or 15 yrs	13/71/2019	Action	
2019-01					5 8,000			5 54,880	-	-			Active	
2019-01	Wahoo State Bank, 1645 5th	5 1,015,000							-	-	35 yrs \$764,000 or			

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						ACTIV
Project (Year approved - #)	Project Title	Estimated Project Costs (Developer)	Pmts to Developer to date	Balance (unpaid to developer)	Est Project Costs - City	Pmts to City
2013-01	Omaha Steel Castings, 921 E 12th	\$ 2,500,000	\$ (566,914)	\$ 1,933,086	\$ 650,000	\$ (566,914)
2016-01	Sid Dillons, 1750 County	\$ 744.228	\$ (84.112)	\$ 660 116	\$ 304.772	\$ (102.803)

VI	/E TIF PROJECTS - balances as of March 31, 2024													
		Balance aid to City)	Bas	e Valuation	Va	imated Project Juation (from dev contract)	Ass	essed value as of Jan 1, 2023	End of TIF - either \$ or yrs - whichever comes first	Estimated Completion Date	Status			
1)	\$	83,086	\$	51,110	\$	3,500,000	\$	7,097,066	\$3,150,000 or 15 yrs	12/31/2028	Active			

Sta	tute is	very s	pecific	on w	hat mus	t be inc	lud	ed
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POST ON YOUR WEBSITE FOR FULL TRANSPARENCY

SEND REPORT TO EACH TAXING ENTITY

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Additional Detailed Report

- Detailed report to Council and made available on City website
- ${\boldsymbol{\cdot}}$ Contains details on each project and payments made each year
- ${\boldsymbol{\cdot}}$ Contains comparison to our peer communities
- Contains our TIF Guidelines/Policy
- General Annual Summary for the Council

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CLERK ALERT:

 $\hfill\Box TIP\colon$ There is no shame in copying a format you like from another entity. Why reinvent the wheel?

 $\Box TIP\colon$ Keep it simple. Maybe your Council or Board is not interested in the same details mine is.

 $\hfill\Box TIP\colon$ Put these deadlines in your calendar. Make them part of your process.

□TIP: Pay attention to League Bulletins or information on law changes that happened during the Legislature. They are always tweaking something!

CLERK ALERT: RECORDS MANAGEMENT

- §18-2117.04 States:
- "On and after October 1, 2018, each city that has approved one or more redevelopment plans or redevelopment projects that are financed in whole or in part through the division of taxes (as provided in 18-2147) $\textbf{shall retain copies} \ \text{of} \\$
- · A) all such redevelopment plans
- B) all supporting documents associated
- with the redevelopment plans or redevelopment projects,
 with any related substandard and blighted declaration
- with any related extremely blighted declaration

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RECORDS MANAGEMENT – page 2

- · For either
- The period of time required any under applicable records retention schedule adopted under the Records Management Act, ${\rm OR}$
- · Three years
- · Whichever is longer
- Supporting documents include:
- Any blighted or extremely blighted study or analysis conducted
- Any cost-benefit analysis conducted
- Any invoice, receipt, claim, or contract received or generated by the city that provides support for receipts or payments associated with the plan or project

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Recent program added

- · Micro TIF
- Must adopt a resolution to authorize use of this program
- + Application is very simple form provided by NDED

ELIGIBILITY

- A redevelopment plan for a project is eligible if:

 Includes ONE project

 Property must be in a designated blight and substandard area and must involve either

 Repair, rehabilitation, or replacement of an existing structure that has been within the corporate limits of the city for at least 60 years, or

 Redevelopment of a vacant lot that has been within the corporate limits for at least 60 years

 Assessed value when complete is estimated to be no more than:

 S350,000 for a single-family residential structure

 \$1,500,000 for a multi-family residential structure

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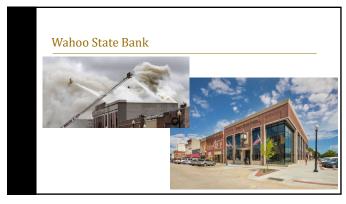
Wahoo Projects Successful...















Wahoo Projects Not So Successful...



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Rock Creek Fur
Wahoo Housing Partners
Chestnut Neighborhood North
Wahoo Super

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Simple Explanation - Video

• https://youtu.be/yH4uIBcj-Y0?feature=shared



